

Georgia Public Library
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Library Trustees
Ben Ebert, Chair
Deb Woodward, Vice Chair
Sara Walker, Secretary
Bob Giroux, Treasurer
Cindy Rutkowski, At Large

Georgia Public Library Trustee Meeting
Monday, January 9, 2023 6:00 - 8:00 pm
Location: Georgia Public Library
Minutes – APPROVED

Attendance: Ben Ebert, Sara Walker (via phone), Bob Giroux, Cindy Rutkowski, Bridget Stone

1. Call to order: 6:03pm
2. Opportunity to add or remove items: Security cameras, conversations regarding speculative conversations
3. Public Appearances: None scheduled
4. Secretary's Report: Attendance taken and minutes from previous meetings review and approval
 - a. Cindy moves we accept as written, Bob seconds, all approved
5. Treasurer's Report:
 - a. December financials – Not available yet
 - b. Salary compilation study, shared with select board, sizeable salary increases for 2023?
 - c. 155,400 I can't remember what budget this is. 2022?
 - d. A budget of \$163,150 will be proposed to the voters (including several proposed grants).
 - e. Rowley propane contract was messed up. July 22 – May 23. Paid one month in advance, by mistake. Select board paid over by 2 months.
 - f. Rec director
6. Library Director's Report:
 - a. Grants for the coming year
 - i. VTLIB 2 capital grants 10m, 16.4m. libraries can apply for both at once. Fund matching improves success. Refund grant, town floating upfront. Start gathering estimates?
 - ii. Center for advancing rural health Equity - 20k grant mirrors national library of medicine – Bridget meeting with folks regarding this grant
 - b. Annual Report
 - i. Due on 17th, page narrative, page of infographic, page of numbers. Waiting to hear back from Cheryl regarding having 3 pages
 - c. Tuesday Afternoon coverage
 - i. Currently filling with a sub. Moving forward, do we offer to Moth? To a new person? The trustees are leaving this decision to the Library Director.
 - d. New payroll system
 - i. Town provided \$500 tablet to use for the new time system.
 - ii. Policy from board of trustees to allow Bridget to not have to clock in, as her hours are more fluid by necessity.

- iii. Bob moves to create a policy, in the mean time we will use paper time sheets. Chair will authorize after the fact. Cindy seconds. All approve.
 - iv. Bridget, confirm pay raise retroactive to 1/1/2023. Three weeks paid vacation for 2023
- 7. Old (unfinished) Business:
- 8. New Business:
 - a. Petitions for upcoming election – 30 signatures, no covid restrictions
 - i. Cindy will not be running, Bob and Deb's positions are not up, Ben and Sara are both running
 - b. New Town Positions
 - i. Rec director – Sharing our building?
 - c. Security cameras
 - i. Security camera facing the back parking lot and one facing the door to see who is coming in and out
 - ii. Who can access this footage and how long is it kept, what it's used for etc.
 - iii. Discussion of badge access to the library
 - iv. Sara moves that the trustees draft a letter to the select board in opposition of the destruction of civil liberties perpetuated by having security cameras, Cindy seconds, all approved
 - d. Conversations regarding speculative conversations
- 9. Executive Session, if necessary: A public body may only enter into executive session upon a majority vote on a motion made in an open meeting that indicates the reason for going into executive session.¹
- 10. Public Comment:
- 11. Concerns for the Selectboard: (NONE or list concerns) – above, regarding security cameras. Formal letter to be sent.
- 12. Confirm date of next meeting: February 13, 2023 from 6:00-8:00 at GPL
- 13. Adjourn: Bob moves to adjourn 7:34pm

¹ The only permissible reasons for going into executive session are set forth in 1 V.S.A. § 313. One category, requires the public body to make a specific finding that "premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage" prior to considering one of the following in executive session: contracts; labor relations agreements with employees; arbitration or mediation; grievances, other than tax grievances; pending or probable civil litigation or a prosecution, to which the public body is or may be a party; or confidential attorney-client communications made for the purpose of providing professional legal services to the body. Other things a public body may consider in executive session are: The negotiating or securing of real estate purchase or lease options; The appointment or employment or evaluation of a public officer or employee, provided that the public body makes its final decision to hire or appoint a public officer or employee in an open meeting and must explain the reasons for its final decision during the open meeting; A disciplinary or dismissal action against a public officer or employee; but nothing in this subsection shall be construed to impair the right of such officer or employee to a public hearing if formal charges are brought; A clear and imminent peril to the public safety; Discussion or consideration of records or documents that are not public documents under the access to public records act. However, when the board discusses or considers the excepted record or document it may not also discuss the general subject to which the record pertains; The academic records or suspension or discipline of students; Municipal or school security or emergency response measures, the disclosure of which could jeopardize public safety. <https://www.sec.state.vt.us/media/514454/A-GUIDE-TO-OPEN-MEETINGS.pdf>